



The Health Services Authority (HSA) is responsible for the provision and administration of primary and secondary levels of healthcare services and public health functions for residents of the three Cayman Islands through a 127-bed hospital on Grand Cayman, a 18-bed hospital in Cayman Brac, satellite outpatient clinic in Little Cayman and four District Health Centers on Grand Cayman offering the most comprehensive range of inpatient and outpatient services in a single health system in the Cayman Islands.

**We invite applications for the following position:**

**FOOD SERVICE WORKER**

**Salary range: CI\$29,592 - CI\$39,780 per annum**

**The successful candidate ensures that patients receive meals specific to their dietary needs and requirements as recommended by the Doctors and Dietitians.**

**Responsibilities:** The successful candidate liaises with patients, cooks, nurses, and dietitians to ensure that patients receive correct dietary requirements. This includes preparing and delivering food trays to hospital patients, reading menu orders to cooks, preparing therapeutic diets, recording food service temperatures and number of meals served to patients daily. He/she portions all hot and cold beverages along with prep fruits for the next day. The candidate also confirms with the wards to check accuracy of diet orders, records trolley requirements in accordance with diet sheet and deliver meal orders and serve them in a timely and professional manner. The candidate cleans and sanitizes work areas including washing and pushing through all dishes, bases, and equipment in accordance with department policies and procedures.

**Qualifications & Experience:** The successful candidate must possess a High School Diploma or equivalent and a minimum of one (1) year of working experience in the food service environment. A Food Handlers Certificate from the Department of Environmental Health is preferred. The candidate must possess good customer service and communication skills. He/she must have the ability to stand for long periods and handle hot and cold temperatures. The candidate must be flexible and willing to work evenings, weekends and holidays as needed.

**A remuneration and benefits package, commensurate with experience and qualifications will be offered to the successful candidate.**

**NOTE: Incomplete applications will not be considered. All applicants must complete and submit an HSA Application Form via e-mail to [hsa.jobs@hsa.ky](mailto:hsa.jobs@hsa.ky) using pdf format. Log on to our website at [www.hsa.ky](http://www.hsa.ky) to access the Application Form and Job Description.**

**Deadline for the post: November 10<sup>th</sup>, 2024**

*Committed to Caring for You*



## Job Description

<b>Job title</b>	<i>Foodservice Worker</i>	<b>Job Holder</b>	
<b>Reports to</b>	<i>Dietary Manager</i>	<b>Section</b>	<i>Dietary Department</i>

### Background Information

The Cayman Islands Health Services Authority (“HSA”) provides and administers health care services and public health functions for residents of the Cayman Islands in accordance with the National Strategic Plan for Health.

Services are delivered primarily through the 124-beds at the Cayman Islands Hospital (the country’s principal health care facility), and the 18-beds at the Faith Hospital on Cayman Brac. Ancillary services are offered at district health centers, and clinics for dental and ophthalmologic care. Residents of Little Cayman can access care through the island’s clinic, which is a purpose-built facility.

### Job purpose

The purpose of a Foodservice Worker is to ensure that patients receive meals specific to their dietary needs and requirements as recommended by the Doctors and Dietitians.

### Dimensions

- Post holder has no budgetary responsibility
- Post holder has no supervisory responsibility
- Foodservice workers interact with between 35 – 50 patients daily
- Foodservice workers serve between 105 - 150 meals per day
- They liaise with nurses on each ward 3 times daily to ensure accuracy of diet orders

### Duties and responsibilities

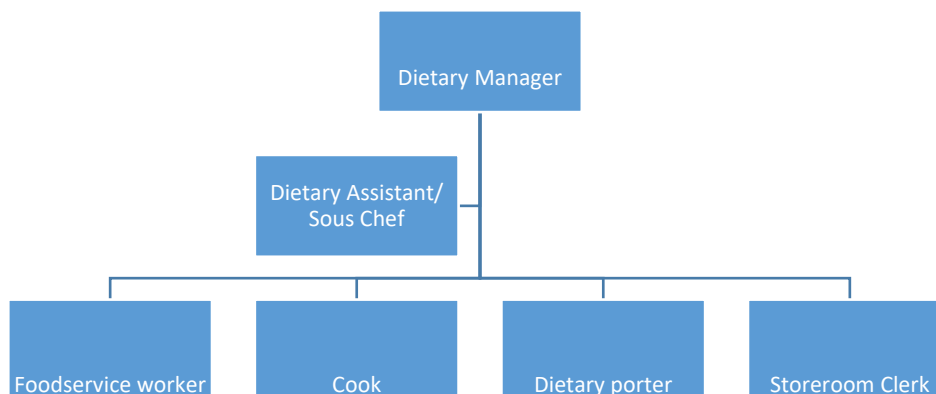
- a. Prepares and delivers food trays to hospital patients
- b. Assembles items to place on tray and reads menu orders to cooks
- c. Prepares food items, such as sandwiches, salads, soups, and beverages
- d. Preparing therapeutic diets - Blending foods for soft or liquid diets
- e. Examines filled tray for completeness and places in cart
- f. Records, food service temperature, amount and types of meals served to patients.
- g. Call the Wards to check accuracy of diet orders
- h. Deliver meals to all patients ensuring it is in accordance with diet
- i. Write up trolley requirements in accordance with diet sheet
- j. Clean and sanitize all work areas and equipment in accordance with department policies and procedures including wash and push through of all dishes, bases, covers, etc.
- k. Take up meal orders and serve them on time and in a professional manner
- l. Portion out all hot and cold beverages along with prep fruits for the next day.
- m. Put away or discard all items after meal services.

## Qualifications, Experience & Skills Requirement

Qualifications include:

- High School Diploma
- Food Handlers Certificate from Department of Environmental Health (preferred)
- Minimum of 1 year experience in food service environment or restaurant
- Ability to stand for long periods and handle hot and cold temperatures
- Possess good customer service skills
- Ability to work shifts, weekends, and public holidays
- Flexibility to assist where is needed
- Excellent Communication Skills

## Reporting Relationship



## Direct reports

Post holder does not supervise any other position.

## Other Working Relationships

Post holder liaises with nurses on all wards, some outpatient clinics and Dietitian/Doctors.

## Decision Making Authority and Controls

Postholder adheres to the policies and procedures of the Dietary Department. Report defective working conditions of food service equipment and low stock levels to Manager.

## Working conditions

This position entails 12-hour shifts on weekends, early morning shifts and tight deadlines. Working in very cold and hot areas, working with challenging patients, long periods of standing.

**Physical requirements**

Long periods of standing  
Exposure to high levels of noise  
Working irregular hours

**Problem/Key Features** Individuals may encounter very ill patients.

Work in an environment where they may receive burns and cuts from handling hot and sharp objects.

**Evaluation Metrics**

- Patient surveys
- Diet Sheet
- Patient Census
- Trolley Time Logs
- Complaints
- Waste Audit

<b>Approved by:</b>	<i>DM</i>
<b>Date approved:</b>	
<b>Reviewed:</b>	<i>SJB 4<sup>th</sup> March 2022</i>
<b>Next Review</b>	
<b>Employee Signature/Date:</b>	
<b>Manager Signature/Date:</b>	